

Newport News Composite Squadron January 2010 Safety Briefing

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National Safety Council Calendar

National Radon Action Month	Environmental Protection Agency	http://www.epa.gov/radon/nram/
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Aviation Safety

AOPA Pilot, January 2010, Page 20.

<http://www.aopa.org/pilot/index.html>

Safety Corner

Runway incursion accident

Situational awareness is critical in avoiding incursions and collisions. But it's not just pilots who need to be vigilant.

On November 17, 2006, a Columbia 400 (now Cessna 400) collided with an aircraft tug at Somerset Airport in Somerville, New Jersey. The pilot, a sales demo pilot and CFI, flew from the right seat and made all the radio calls during the 30-minute sales demonstration flight. The prospective customer, a student pilot, was in the left seat. The pilot did not notice the airplane in tow until the nose wheel touched down. Both he and the student pilot applied brakes and tried to steer behind the towed airplane.

The student pilot flew a normal left-hand pattern, with the instructor assisting. He did not see anything on the runway during final approach and flare. When the nosewheel touched down he saw the towed airplane's nose to the right and the tail to the left of the runway.

The tug driver stated he did not see any aircraft when he was about to tow the airplane across the runway. However, he saw a "small plane landing out of nowhere" as he crossed the runway. He was unable to clear the runway and jumped off the tug. The Columbia impacted the tail of the towed airplane.

According to the pilots, the tug driver wore hearing protection and did not carry a radio when the collision occurred. A witness flying in the traffic pattern heard the Columbia's radio transmission. He did not locate the airplane at first, but then saw it on short final. He subsequently reiterated only recalling the Columbia's initial position report. He also mentioned the airport was relatively quiet, with little traffic.

The National Transportation Safety Board determined the accident's probable cause to be the tug driver's inadequate lookout for landing traffic before crossing the runway. The Columbia was substantially damaged, but luckily no one was injured.

AOPA PILOT • 20 • JANUARY 2010

Driving Safety

<http://www.dailypress.com/>



Personal Safety

http://www.nsc.org/news_resources/Resources/Documents/Develop_a_Safe_Exercise_Program.pdf



Develop a Safe Exercise Program

An exercise program, if conducted properly, will increase your energy level, reduce stress, help you fight disease and allow you a better night's sleep. Consider these suggestions from the National Safety Council to help you develop a safe exercise program.

- Begin your program by evaluating your current fitness level.
- If you are under the age of 35, in good health and are relatively active, it may be fairly safe to embark on an exercise program on your own. If you are over 35 or a smoker you may want to consult a physician before starting a program.
- Gradually ease into your regimen, particularly if you have not exercised on a regular basis for some time. Set reasonable goals and monitor your progress—being careful not to do too much too soon. Listen to your body; it will tell you if you are over-extending yourself.
- A well-rounded workout should include exercises that address five fitness areas: muscle strength, muscle endurance, flexibility, weight control and cardiovascular endurance.
- Weight lifting and other resistance exercises help to build muscle strength. Stretching exercises increase flexibility. And aerobic exercises such as dancing, jogging or swimming, will develop muscle and cardiovascular endurance as well as aid weight loss.
- Always begin your workout with a warm up and end with a cool down.

Taking time for exercise is a smart investment in a healthy body and a healthy mind!

Are You In "Safety Shape"?

Safety on the aerobics floor is an important topic, one your body will appreciate.

The National Safety Council offers the following suggestions to keep your body in "safety shape."

- Not all instructors are certified to teach. The acronyms IDEA, AFAA and ACSM verify that an aerobics instructor has completed exercise and aerobics courses and has passed an exam. Find out if your health club hires instructors with these credentials.
- Look at the flooring. Veneer flooring is least desirable, and it's hard to move around on carpeting. Wood flooring with spring to it is best. Be sure the surface isn't slippery since you can fall easily.

- Footwear is key. A dedicated aerobics participant could easily replace shoes every two or three months. A good shoe needs proper heel and mid-foot support. Otherwise, you could develop painful "shin splints," sprain your ankle or twist a foot. You need an aerobics shoe just as you would a tennis shoe or a running shoe. When you run, for instance, your foot lands "heel, toe," But in aerobics, your foot lands "toe, heel." So the support is different, and, as a result, the width of the sole needs to be appropriate for the activity.
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McDonald Army Health Center
Fort Eustis, VA
(MCAHC) Influenza

“FLU FAIR”

Location: Anderson Field House

Date: 14 January 2010

Time: 0800 – 1600

H1N1 vaccine available to children/adults ages 2 thru 64 with valid military ID card
(The H1N1 injectable vaccine will also be available)

Risk Management

Flying, February 2010, Page 37
<http://www.flyingmag.com/>

FLYING SAFELY

On the Record

FEBRUARY 2010

The following are excerpts from official NTSB summaries of general aviation accidents in the continental United States.

Mooney M20C

Elbert, Colorado

INJURIES: 1 Fatal

A local resident found the airplane wreckage in a ravine located between two pastures and alerted authorities. The airplane rested over a crater, with the forward fuselage and cabin broken but with the engine still attached to the fuselage. Ground impact marks were consistent with a left-wing-low and nose-down impact. Examination of the airplane, engine, and other systems showed no preimpact anomalies. An analysis of the airplane's radar track showed it conducting several back-and-forth maneuvers before disappearing from radar. Just prior to the loss of radar contact, the airplane appeared to be in a gentle right-hand turn at 7,900 feet mean sea level (about 1,300 feet above ground level) with a ground-speed of approximately 50 knots. The accident flight profile was consistent with a pilot proficiency flight and the maneuver preceding the crash that of practicing slow-flight maneuvering.

> PROBABLE CAUSE(S): The pilot's failure to maintain adequate airspeed while maneuvering, which resulted in an aerodynamic stall and subsequent loss of control.

Piper PA-18 Super Cub

Tallahassee, Florida

INJURIES: 2 Fatal, 2 Uninjured

The pilot reported that he had previously performed a maneuver where a Jeep and motorcycle would depart traveling down the runway, and he would then depart in the same direction and perform a low pass over them. On the day of the accident there was no briefing about the maneuver before the motorcycle, Jeep, and he departed. The motorcycle departed first, followed by the Jeep with two occupants, and finally the airplane. The pilot stated that he estimated he was flying at 75 miles per hour (mph) and the Jeep was

driving at 35 to 40 mph. He attempted to pass the right side of the Jeep, but felt a bump and knew he had hit the Jeep. He also noticed the left wing navigation light was hanging down. He performed a 180-degree turn and landed on the runway, while the Jeep veered off the runway and collided with trees. The pilot further reported there was no preimpact failure or malfunction with the flight controls. Toxicology testing performed on specimens obtained from the pilot after the accident was positive for 11-Nor 9 carboxy delta 9 tetrahydrocannabinol 8.1 ng/mL, and negative for ethyl alcohol. The finding of carboxy tetrahydrocannabinol was consistent with the pilot having used marijuana within the previous days or weeks, but it cannot be concluded that the use was contributory to the accident.

> PROBABLE CAUSE(S): The pilot's decision to initiate takeoff in close proximity to other vehicles that were operating on the runway, resulting in collision with a vehicle during takeoff.

Grumman AA-5 Traveler

Payson, Arizona

INJURIES: 2 Uninjured

The AWOS reported winds were from 101 degrees at 11 knots, but another airplane was landing on runway 24, so the pilot announced that he would follow that airplane for landing. His approach was high and fast and he applied full flaps early and reduced the engine power to idle. The pilot reported encountering gusty wind conditions during the approach, but felt that he had the landing under control. The airplane was nearing touchdown, about midfield, when it suddenly descended and landed hard on the runway and bounced back into the air. The pilot said that the airspeed was about 60 miles per hour (mph), with no stall warning horn heard. The airplane was aligned with the runway centerline, and he felt that the airplane was under



THE SENTINEL



OFFICIAL SAFETY NEWSLETTER OF CIVIL AIR PATROL

Winter Travel By the National HQ Safety Team

Do you know how to drive in winter conditions? Here is a quick primer to jog your memories (for the experienced road warriors), or to arm you quickly so you can go out and get more information (for the novices among us):

- * Inspect your vehicle – make sure it is in peak operating condition.

Ensure all fluids are within normal operating levels (cold or hot).

Check condition (tread and sidewalls) and air pressure of your tires (**especially** remember to check the **SPARE TIRE!**).

Change windshield wiper inserts every six months or sooner if needed (don't forget that rear windshield wiper, if your vehicle has one).

- * Start your car and let it warm up for a couple minutes before driving off; it might also help to cycle your automatic transmission through the gears to help transmission fluid circulate through the case faster...try to avoid moving a "cold-soaked" car, but do not let it warm up for more than a couple minutes. Many jurisdictions have laws against idling.

- * Clear snow and ice off the windshield and all windows **before moving!**

- * Clear snow off your head and tail lights! Have you ever noticed someone driving down the road during or after a snow and all their lights are covered, but you can see a faint glow behind the white powder? I guess those folks believe that lights can be seen through all that; but they are wrong.

- * Also clear off your license plate – in many states it is illegal to drive with an obscured license plate.

- * Brush off all ice and snow from your hood, trunk, and roof...if you cannot reach your roof, buy a smaller car (actually a push broom works

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really well). Do not put others at risk because of selfish habits. Chunks of snow or ice flying off your car onto the highway are very dangerous for the unfortunate drivers behind you.

* There is no such thing as driving on ice...you slide on ice. You may be lucky enough to slide in the direction you want to go, but it is sliding, nonetheless. If you are on ice and you have ANY control of the vehicle, then there is something else sharing the ice with your tires (like sand, rocks or slush).

* Do not make any abrupt maneuvers while driving on snow or slippery surfaces – do not brake suddenly, do not accelerate suddenly, and always try to signal intentions further in advance. Nice and gentle corrections to the steering wheel and pressure changes on the pedals will help ensure a mishap-free day.

* If you encounter an icy spot on the road (especially on a hill or in a turn), do your best to avoid hitting the brake or accelerator; try to keep constant pressure on whatever controls you are currently touching as you enter the hazard until you come out on the other side. This will help prevent loss of control. Of course if holding those controls means you may hit that big tree, then see the guidelines above about smooth and gentle corrections to try and avoid a collision. Just realize that you have diminished control of the vehicle's path.

* Finally, you must remember to drive at a speed appropriate for conditions even if the posted speed limit is higher than a speed you can safely drive. If you have an accident due to slippery conditions, then (by definition) you were traveling too fast for conditions (which could get you a ticket); even if there was no way you could reasonably know what a safe speed was as you approached that hazard.

This list does not cover all possible scenarios, but it provides a reasonable starting point to learn more about the subject of winter driving. Be safe this winter season and have a wonderful holiday into next year!

Consumer Product Safety Commission Updates By the National HQ Safety Team

During this season of giving, it is easy to forget that there are some products out there that make popular gifts, but that can injure or kill an unsuspecting recipient, especially children. Do you know which items make the most popular gifts this holiday season? Of those, do you know which ones may be dangerous? The Consumer Product Safety Commission (CPSC) monitors products on the market in the United States and its territories, investigates claims of hazardous products, and issues bulletins informing American consumers of recalls.

At a Town Hall meeting held in New York City, CPSC Chairman Inez Tenenbaum was joined by parents and consumers to talk about toy safety. The discussion centered around new federal safety rules that are in place for toys that will give American consumers greater confidence when they go shopping this holiday season. So far in calendar year 2009, the CPSC has had 38 toy recalls, which is down from 162 in 2008 and 148 in 2007. For 2008, the Commission has reports of 19 toy-related deaths and about 172,700 hospital emergency room treated toy-related injuries to children under 15.

There are hundreds of recalled products that could potentially injure you or your family members if you own one and are unaware of a safety defect. More information on specific products can be found on the CPSC website (www.cpsc.gov).

Activities Safety By the National HQ Safety Team

The holiday season and winter provide a beautiful frozen landscape for cold weather activities. Does your unit have any morale-building winter bivouacs planned? Do you have members who participate in extreme winter sports? There are many hazards inherent in winter activities and CAP members must know the regulations about what is and is not allowed on CAP activities, as well as practice ORM both on and off volunteer duty.

We'd like to quickly review the provisions of two key CAP regulations that address activities: CAPR 52-16 (The Cadet Program) and CAPR 77-1 (Operation and Maintenance of Civil Air Patrol Vehicles).

CAPR 52-16 has an entire section (1-4) set aside for safety policies specific to the cadet program. Paragraph "c" states that there will be no firearms, air guns, or any device that could be used as a weapon at any cadet activity. The only exceptions are deactivated or facsimile firearms (as in color guard or honor guard props), or firearm training approved in advance by the wing commander. If your activity does not include those two approved exceptions, then firearms or weapons are prohibited.

Next, parachuting and ultralight vehicles are prohibited at CAP activities. Obstacle courses are allowed, provided they meet strict planning and precaution requirements outlined in paragraph 1-4f.

CAPR 77-1 is the next stop on our activities review. There are recent changes that govern the use of golf carts (gasoline and electric) at CAP activities. Make sure you review the regulation so that your activities are in strict compliance.

Golf cart-type vehicles may be authorized by commanders only at wing, region, or national-level activities, on a case-by-case basis (that means risk assessment for each instance should be performed). Golf

carts and their derivatives are prohibited at group and squadron activities. Cadet use of golf-type utility vehicles will be restricted to cadets 18 years of age or older with verification of a valid state driver's license, and then only with the wing/region/national commander's approval (as required). There will be no other cadet passengers in or on any vehicle when being operated by a cadet.

The use of ATVs is strictly limited and cadets are not authorized to operate any ATV-type vehicle.

Those are just a few of the considerations you must keep in mind when you plan or execute CAP activities. When you come across a situation that is not covered by the regulations, then you must remember to use deliberate ORM to identify, evaluate, and mitigate hazards. For those situations that are expressly forbidden by regulation, you do not have the option to disregard the regulations just because you believe you can mitigate the risk to an acceptable level. So, those are the two takeaways from this lesson; obey the regulations and, in instances that are not covered by regulation (or local law), use deliberate ORM in your activity planning. Please, have safe and successful operations during the holiday season and into the next year!

Cold Weather Survival Kits By the National HQ Safety Team

It is freezing outside and the gray sky is threatening snow, or...even worse...sleet and freezing rain. But it is so warm in your car and you are ready to begin your holiday travel. You did everything correctly: Full tank of gas...check; tire tread inspected and pressure verified...check, check, check and check! Cell phone battery has a fresh charge...check; enough mp3s on the iPod® so you don't have to listen to the FM static...check. Comfortable driving clothes; shorts, sandals and T-shirt...check. Outside air temperature 28°F...check. You are ready to pull out of the driveway.

What did you do wrong?

Where is your winter driving survival kit? "My WHAT?" you ask incredulously! You have done so much correctly, but your planning is not flawless. You have dressed for the environmental conditions in your car which, if everything goes according to plan, will keep you comfortable in the upcoming hours.

But consider this scenario: On the most desolate portion of your journey, you come upon a slick part of the road in a turn and slide to the shoulder where you get stuck. The threatening snow arrives and begins to cover your car. Your car is nearly covered by snow and you begin to feel light-headed with a nagging headache. You realize that carbon monoxide might very well be flooding the passenger compartment because the tail pipe is covered with snow. You shut off your engine. Now you are getting cold. You look at your

cell phone. There is no signal out in the wilderness. A couple hours later you try to restart your car, but the engine will not turn over. You have ¾-full tank of gas, 4 brand-new tires perfectly inflated, and a fully-charged cell phone that are all useless. Do you think this is fictitious, or is the scenario imitating real life? In this case, the same scenario has played out far too often. Sometimes entire families have met a tragic end because of poor planning and the "*it can not happen to me*" mentality. But these are the holidays and we will not stand for a tragic ending to this story.

Here is what really happened to you: You kept your comfortable driving clothes on. But you packed a winter driving survival kit containing some water, granola bars, long underwear, long pants, a sweater, blankets and a parka. You also remembered a pair of snow boots, gloves, a watch cap and some miscellaneous equipment (like an ice scraper for the windows and a folding shovel). You told your relatives what your route of travel was going to be, and you let them know when you departed your home so they would have an estimate of when to expect you.

When you did not arrive at the appointed hour, your friends and family alerted emergency personnel who began looking for you. Meanwhile, you put on various clothes using the layer principle so that you would not get cold or overheated. You had food and water to last overnight and in the morning the storm subsided. You were able to get yourself out of the car, where you set about making a signal to alert searchers of your presence. You were rescued a few hours later but your car was stuck for another week!

The main point of this article is that you should not plan or prepare for a perfect set of circumstances. You need to identify hazards, assess the risks, and take positive steps to reduce those risks ***IF*** you happen to encounter them on a cold, dark, snowy night! Proper use of deliberate ORM leads you to assemble a driving survival kit appropriate to your worst-case environment. You will be safe by being prepared. You will be prepared by practicing ORM and common sense! Just remember that ***LUCK RUNS OUT***, but ***ORM IS GOOD FOR LIFE!***

Counterfeit Products Adapted from the U.S. Chamber of Commerce and U.S. Department of Commerce

As if we don't have enough to worry about living in the 21st century, some unscrupulous factories are trying to kill us. Can you spot a fake? Do you care?

Counterfeit products and product piracy cost the U.S. economy between \$200 and \$250 billion per year and are the reason 750,000 American jobs have been lost. But, there is a more sinister side to product counterfeiting that is causing injury and death in every industry from shampoos and batteries to car parts, prescription drugs and electrical equipment. Cheap knock-offs not only cause pain, suffering,

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and death, but they erode confidence in markets and legitimate products. There have been recent cases where electrical cords were seized with fake "UL-approved" holograms attached to the wire. This is enough to throw even the most safety conscious of us into a tailspin during the holidays, when temporary electrical cord use increases dramatically and our circuit breakers are on the verge of overload.

There are other fake products that may be manufactured using toxic substances, or which produce toxic substances as a byproduct of their manufacture. According to the U.S. Chamber of Commerce and the International Trade Administration of the U.S. Department of Commerce, here are ten easy steps you can use to detect or prevent purchasing counterfeit products and keep your home, office or CAP squadron building safer:

1. Scrutinize labels and packaging – look for missing or expired "best before" dates, broken or missing safety seals, unusual packaging, or misspelled words in the ingredients list.
2. Seek authorized retailers – you can generally check a company's website for a listing of authorized retailers that carry the line of products that interest you. Fakes are less likely to get into the supply chain of an authorized reseller (though sometimes they can).
3. Look for missing sales tax charges – businesses that are part of criminal enterprises generally do not report the sales of goods they know to be counterfeit. If your sales receipt is missing a sales tax line where there should be one, then you should be suspicious.
4. Insist on secure transactions – be very suspicious of companies that do not practice customer credit card security either in a traditional store or on-line. Only pass your personal information over a website if the address begins with <https://> ("s" stands for secure) and you see a little locked icon in the bottom corner of your browser window. Merchants that participate knowingly in selling fraudulent or pirated products will not be careful with customer information.
5. Look for quality assurance in the secondary market, which includes used or discontinued products from a reseller – merchandise bought in this market is tougher to validate, but you can question the merchant about their suppliers and secure guarantees or warranties about product authenticity.
6. Report questionable spam and faulty products to the U.S. Consumer Product Safety Commission by calling 1-800-638-2772 or by going online at <http://www.cpsc.gov/cgibin/incident.aspx>. You may be able to get a refund or exchange at the location you purchased the item, but you will definitely get the word out to your fellow consumers.
7. Be vigilant when buying products overseas – in many locations, counterfeit products are even more prevalent than in the United

States. If you bring a counterfeit product back into the country after traveling abroad, it will probably be confiscated.

8. Teach young people about counterfeits – from both a safety standpoint and a “buyer beware” standpoint, children should be educated beginning at a young age about the pitfalls and dangers of purchasing questionable products. Two web resources you can access to learn more information are: www.ftc.gov/privacy/privacyinitiatives/childrens.html and www.uspto.gov/go/kids.

9. Warn friends and family about illegitimate product sources – talk to your social circle to warn them of questionable products and merchants you have discovered. They can do the same with you and you also can spread word of reliable or reputable merchants you have found.

10. Trust your instincts – if it seems “too good to be true,” it probably is. A 100-foot outdoor 12-gauge electrical cord can not be purchased for \$1.99 at a dollar store. A 22-foot artificial Christmas tree with lights and ornaments cannot be purchased for \$5.98. Be suspicious of deals that are just too out-of-place. If the products look like they might have fallen off a truck in the middle of the night, they may be hot or they may be counterfeit. While you might be willing to take a chance on buying a fashion knock-off, you shouldn’t. And it is extremely dangerous to purchase a knock-off that carries electricity or performs some other mechanical task. Use common sense and walk away from the deal. For more information, you can visit www.lookstoogoodtobetrue.com.

Please be careful when purchasing products this holiday season. If you try to get something for near-nothing, you may find that the great deal you got two days ago ends up burning down your house, or worse.

Here are some websites where you can learn more:

<http://www.consumerreports.org/cro/money/shopping/shopping-tips/counterfeit-products-1-08/overview/counterfeit-ov.htm>

http://www.stopfakes.gov/pdf/Consumer_Tips.pdf

<http://money.aol.com/special/spot-the-counterfeit-products-quiz>

<http://www.counterfeitscankill.com/>

THE SENTINEL



OFFICIAL SAFETY NEWSLETTER OF CIVIL AIR PATROL

Upcoming Changes to CAP Safety Program By the National HQ Safety Team

Back in October, there was a Sentinel article titled "Winds of Change." Here is some information of some cutting edge changes on the horizon to enhance the culture and evolve our habits of safety within our Civil Air Patrol.

Here is a snapshot of some of these anticipated future changes to our safety program:

- **Safety meetings** – Will still be conducted monthly, but in the future will be made available for on-line review and acknowledgement by CAP members in the event a member is unable to attend a scheduled meeting.
- **Safety briefing content** – National HQ will provide monthly safety briefing templates for squadron level utilization that will include topics and risk trends that can be downloaded to supplement unit level safety requirements. Eventually these are targeted for regionalization to cover specific trends affected by unique areas of impact, i.e. weather, terrain, or other catastrophic possibilities.
- **Quarterly requirement** – Members must still physically attend a live (i.e. not virtual or on-line) safety briefing once per calendar quarter. Manual entry into an electronic training database (eServices) by the Squadron Commander or Safety Officer will be required for all training completed. Remember, if these are not documented, then it has not been accomplished.
- **Automated tracking in eServices** – eServices is being updated to track safety currency for monthly and quarterly safety meeting attendance requirements. The eServices database is the official record of training and participation.



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- **Commanders' discretion for substitution** – Commanders at all levels are authorized to allow credit for members attending non-CAP safety training. Topics must complement the CAP mission or contribute to general safety awareness. Examples may include, but are not limited to: AOPA safety classes, CPR or first aid training, defensive driving classes, HAZMAT training, OSHA training, or FAA Wings accredited training sessions. The Squadron Commander will determine suitability and authorize the substitution for members on his or her unit roster. Documentation will need to be provided and maintained at the Squadron to validate accomplishment by the member.

A committee has been working at the national level to examine and implement several senior-level proposals. As a result, these changes will revamp the Civil Air Patrol Safety Program and release an update to CAPR 62-1, *Civil Air Patrol Safety Responsibilities and Procedures*. A draft copy will be released on the Publications and Forms web page for member comment.

Planned process improvements are expected in place as soon as possible in 2010. Thanks for your support toward improving our safety lifestyle within the Civil Air Patrol to better serve our many internal and external customers!

On-line Safety Reporting Tips By the National HQ Safety Team

Safety within the Civil Air Patrol is everyone's responsibility, a duty to each other. The on-line Form 78 tool can be utilized to generate statistical information to assist in identifying risk across all of CAP. Anyone can fill one out for following any type of mishap. It is better to over-report than to under-report. Here are some tips that can help guide your entry.

1. **Quality** – Information must be accurate at the time of entry and that entries are made with an effort to gather and verify the most up-to-date information. You have 48 hours to enter the information on-line, but do not delay so that you can "wait and see how the mishap plays out." Another part of quality is brevity in the account of mishap. Please keep it short and to the point. If you scrape the tail of the aircraft on the hangar door, your mishap account could read something like "during push back into hangar, horizontal stabilizer impacted right-side hangar door; no injuries." It is okay to put "To be determined" (or TBD) if information is not known, or will not be known prior to initiating the on-line Form 78. Addressing "TBD" information helps the safety department at National HQ determine that you considered that information, but could not include it.

2. **Timeliness** – As mentioned above, you have 48 hours to initiate an on-line Form 78. But you need to immediately notify your Commander and/or Safety Officer. That 48-hour period is not meant for silence until the on-line Form 78 is released to the Form 78 e-mail notification list. The 48 hours was built in to the process so that a reasonable amount of time could be used to find an Internet connection, gather pertinent preliminary information and personally notify squadron, activity, group, wing and/or region commanders. It is suggested that you utilize Attachment 4 - Mishap Reporting Flow Chart on page 10 of CAPR 62-2 MISHAP REPORTING AND INVESTIGATION to see if IMMEDIATE reporting to the CAP National Operations Center (NOC) is required.

3. **Simplistic** – A Form 78 is a notification that a mishap has occurred. It is not a formal investigation. AVOID statements of cause or blame on a Form 78. The mishap account should be simple, informative and factual. If the two vehicles simultaneously merged into the same lane, then simply write: "Left side of CAP vehicle and right side of non-CAP vehicle impacted at (high speed/low speed). Both drivers stopped. Police were summoned to make a report and there were no injuries." The Form 78 is not a tool to assess responsibility. This is utilized to document and inform command and safety staff of an incident occurrence and initiate follow-ups or support, depending on the nature and severity of the incident.

4. **Navigating the On-line Reporting Environment** – Never, never use the on-line system to enter a mock or simulated mishap. We have no "simulation hooks" in the software. Every mishap entered goes "live." It is a good idea to collect the information you will need to enter, and have it handy before you create a mishap record. A good technique is to download the Form 78 Worksheet at the safety reports web page. You have to remember that the information from the worksheet helps you gather the data you need to enter, but not necessarily in the order you will be asked to input the information. The mishap report is not complete until you select e-mail addresses at the end of the data entry process. This is the only way notifications are sent out to personnel required to be notified. If these e-mail addresses are not selected, then the mishap record remains in electronic "no-man's" land. The record you are creating when establishing an on-line Form 78 becomes part of a database that populates reports for senior leadership. These reports are the basis for trend analysis and will be used to identify risk trends across the nation; accurate information is important. If you have a problem with an on-line report or need to correct erroneous information (or update your "TBD's"), use your Safety Officer or command structure to advise the National HQ Safety Team of your need for assistance or correction. They can get changes input or open up the locked form for you to edit.

Hopefully these tips will help you prepare better on-line mishap notification and investigation reports. Everyone is encouraged to utilize the system for reporting. The data is a benefit and gives attention to where resources should be concentrated for increased awareness and ultimately abatement of future risk. Remember that help is only an e-mail or phone call away. You can reach the National Safety Team by e-mailing safety@capnhq.gov, or connect with the CAP NHQ Chief of Safety at (877) 227-9142, ext. 232.

Tips for Safety Officers; Mission-Oriented Safety By Lt Col Bruce Brown, Assistant National Safety Officer

CAP operates some of the most complex aerospace and communications equipment available to civil first responder Emergency Services (ES) personnel. Our safety programs must keep pace with CAP's ever-increasing mission complexity and customer profile.

CAP operates a huge fleet nationwide in all kinds of conditions, from day VMC to night IMC; over flat terrain and mountainous terrain. CAP's fleet is much bigger and more modern than many sovereign nations' air forces. In addition, many less-developed nations' air forces are only capable of Day/VFR operations. Think about it: CAP is larger and more capable than many national air forces. In fact, CAP is the 32nd largest air force in the world when compared to approximately 150 national military air services. This should give some frame of reference for exactly how big and complex our Civil Air Patrol and missions are.

Now, how does this relate to safety? Our organizational safety paradigm and safety program management have not kept pace with CAP's evolution over the last 20 years. Some of our unit safety officers still struggle to find monthly or activity briefing topics. As an organization, we are well past the day when it was adequate to remind people to check their car's motor oil regularly, or to swim with a buddy. Those kinds of briefing topics do not reflect where command emphasis is placed in the 21st century CAP. As an organization, we must show a greater sense of urgency when reporting injury to our members or damage to one of our \$400,000+ aircraft. Many incidents reviewed fall back to judgment and decision-making. Many of those non-compliance areas occur in the aftermath of the mishap and are not even causal: but incredibly, actions or inactions following a mishap can affect the eventual outcome. How do you teach judgment? Our safety officers need to increase their professional knowledge so that they are better versed in aerospace psychology (human factors) and increase awareness of our regulatory requirements that directly impact safe operations. They should try to develop active contacts in their industry and community much like our PAOs maintain current media contacts.

Given this daunting responsibility to provide meaningful, relevant safety briefings to CAP members, how do safety program managers

develop topics for required monthly meetings or special activities? Here are three tangible tips on how to make safety briefings relevant to your unit's membership:

- **Safety topics should be traceable to one (or more) parts of CAP's mission** – When you brief, clearly state which mission area(s) your topic supports. As an example, if you are instructing flight line marshaling, that would support Emergency Services, Cadet Programs, or Aerospace Education. If briefing about glider operations, then that topic supports Cadet Programs and Aerospace Education. This should be clearly conveyed as part of the attention-getting step of your briefing! Your audience wants to know, "What's in it for me?"

- **Safety topics should be task-oriented** – Safety should not be taught or briefed as an afterthought. Safety belongs embedded in task training as part of learning how to do the job right the first time by creating good habits that are observed every time a task is performed. A briefing on "Buckling Your Seat Belt" is least effective when briefed as a separate safety topic. It is most effective when briefed as an integral part of properly and professionally operating a motor vehicle. A briefing on aircraft deicing should not be a separate plea to be safe during inclement weather, but would be more effective when combined and integrated into a class on performing a thorough and professional pre-flight inspection, and mission go/no-go assessment.

- **Safety topics should be scenario-based** – "Oh that will never happen." Well, yes...it does happen! If you can think it, it can happen. No one person has a vivid enough imagination to make up all the *stuff* that people do, so be sure to talk constructively about the events that actually do occur. It is important to learn from other mistakes and wisdom. There is an old saying that "you must learn from the mistakes of others because you can't possibly live long enough to make them all yourself." Don't be shy in sharing personal experiences and soliciting from others. Review current events and discuss your "near-miss" events. When actual mishap reports or scenario-based risk assessments are used as the foundation for your safety briefings, relevance and compliance are re-enforced and the chain of events that really could (or did) happen are discovered.

Safety is not the sole domain of the safety officer. Safety and safety program effectiveness is a commander's responsibility. Safety is about discipline, professionalism, and sharing. Safety should be embedded in our everyday tasks as a part of the job, not tacked on as an afterthought. It is also part of our Civil Air Patrol core values of Integrity and Excellence. Our organizational safety programs must grow to catch up with us and will improve as we continue to grow and adapt to our changing mission requirements in this new century.

National HQ has a Safety Department and a Chief of Safety

National HQ has brought on board Frank Jirik as the Chief of Safety. He will work closely with the all safety leaders and membership of the Civil Air Patrol team. He comes to us with an extensive background in general aviation, commercial airline safety and quality assurance, and military flight operations. He has a commercial instrument helicopter, single and multi-engine airplane rating with extensive flying experience in all regions of the United States. With a Master's degree in Aviation Management, he recognizes the importance of human factors in aviation and ground team safety and has completed the USAF ORM training. He will partner with the National Safety Officer and the Safety Officers across CAP, as well as all of the members across the country to help increase the effectiveness of the CAP safety program. He has been a volunteer within CAP and understands our safety needs for the future. From the 59,000 members of CAP, welcome aboard.

Safety Knows NO Boundaries, "Knock It Off" By Frank Jirik, Chief of Safety, NHQ CAP

As I have begun a journey of discovery in our safety processes and looking for the path to lead our safety programs to a level of cutting edge performance and recognition in the world of general aviation safety, I have really been amazed at the level of expertise and commitment I have seen within what I call "my CAP." We have an amazing team of professionals, a high level of Esprit de Corp, and it is my pleasure and honor to take this position to serve the team that has been generous to my career and my education as a CAP volunteer member.

Safety knows NO boundaries. Rank and privilege escapes the dynamics of safety and because the law of averages applies equally to Colonels as it does to Cadets, the phrase "Knock It Off" can and should be used by anyone in any position of CAP. The phrase "Knock it off" is a call used among military or aviation personnel that is made when anyone participating in an exercise or training sees and unsafe situation developing. Often "Knock it off" is that one crucial break in a mishap chain that averts a disaster. Take a moment to listen and find out what is the reason for the end all call of "this is not comfortable for me." Human life has value that cannot be measured. Damage to aircraft has been at an all-time high in the last fiscal year, near \$1,000,000.00 with a small, relentless, little rat called "hangar rash" that continues to be contagious and unforgiving. Money spent that could be better utilized for other technology and equipment improvements that are much needed to support our mission. "Knock It Off!"

Utilizing the CAPSafe Safety Suggestion tool, here are some of the most sensible and simplistic safety ideas by some of CAP's members:

- 1) While conducting drill, cadets need to have good shoes or boots to prevent cadets from falling or injuring their feet. (Harold Daubenspeck, PA-336)
- 2) Always wear a seat belt while in a car. (Christopher Karns, PA-125)
- 3) When driving in winter weather, slow down. Stopping distances increase a lot during this time. (Gary Karns, PA-125)
- 4) Turn on exterior lights for all meetings. i.e. turn off the motion sensor (Patrick Scanlon, CA-016)
- 5) Clutter free halls prevent injuries from falls (Patrick Kon, PA-328)

The common theme to all of these is that they were submitted by CAP members with no rank affiliation and with the intent of reminding us of simple things we assume or overlook because we have accepted them as, "that's the way it has always been."

When I looked at my last paycheck and saw the amount of money that was taken as a Federal deduction, I realized that the CAP aircraft that I flew and the CAP van that I drove, is supported by my dollars. I own them in a roundabout way. When I touch them, they are mine; not mine to damage, but my responsibility to care for. I merely loan them to my closest colleagues, entrusting them to return them as they were when I last had them so when I climb aboard another day, my family will see me when I get home. Putting yourself in those same shoes, wouldn't you agree?

Our jobs today are to make sure we get everyone home safe today after the mission; home safe to spouses, children, parents, and friends. All are charged with this responsibility to say "Knock it Off" and to bring us all home, no rank, no worries, just home. Create good habits, create our professional culture, and be of the elite group of 59,000 members aiming for zero accidents, zero injuries.

A Safety Challenge

The National Safety Team would like to publish your Safety Article. What do participants of Hawk Mountain, Blue Beret, Drill Teams, Cadet Leadership, Mountain Fury, CAP Check Pilots, Ground Team Experts, etc, etc.... what can you share? If your article is published, your picture will be attached, your squadron and wing will be given recognition, and all submissions will be acknowledged. The safety team looks forward to your input.

As a note, there were only about 328 suggestions in total utilizing the CAPSafe Safety Suggestion tool since July 2008. It would be nice to see this trend improve and please do note that the entries to date have all

been printed and they are being diligently reviewed. An effort to respond and incorporate your suggestions as often as possible will be ongoing. Expect to see them in future safety newsletters and briefings and if you do not want your name published, please indicate so in the body of your submission.) You may submit a safety suggestion from eServices (see screen shot below).

